

DDA 81-1191/2

16 JUN 1981  
 DD/A REGISTRY  
 FILE: Personnel-1

MEMORANDUM FOR: Director of Personnel

FROM: Harry E. Fitzwater  
 Deputy Director for Administration

SUBJECT: Transfer of Staff Positions to the Office of  
 Security

REFERENCES: A. Memo to D/Security from DDA, dtd 11 June 81;  
 Subject: Protective Coverage for the

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B. Memo to DDA from D/Security, dtd 4 June 81;  
 Subject: Protective Coverage for the

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1. Per Reference A, I have approved the transfer of three Staff positions from the Office of the Deputy Director for Administration to the Office of Security. To effect this transfer, the following O-DDA positions have been identified for deletion:

<u>OFFICE</u>	<u>POS.NO.</u>	<u>POS. TITLE</u>	<u>POS. GRADE</u>	<u>POINTS</u>
Special Support Assistant	AC053	Admin Assistant	GS-08	8
Equal Employment Opportunity Staff	GD002	EEO Specialist	GS-09	9
Management Staff	GC097	Secretary	GS-07	7
TOTAL POINTS				24

2. The Office of Security will be forwarding a separate request for the establishment of three new GS-05 Staff positions. The point value of these positions will total 15. Since the point value of the positions identified for deletion totals 24, it is requested that Position Management and Compensation Division/OP hold nine points in reserve for possible future use in the Office of the DDA.

Harry E. Fitzwater

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DDA/Pers. Off. /

(15 June 1981)

MEMORANDUM FOR: Director of Security

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Protective Coverage

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REFERENCE: Memorandum to DDA from D/Security, dtd  
4 June 1981, Same Subj

Approval is granted for the implementation of  
"Option b" as outlined in paragraph 3 of Reference. We  
will take action with the Office of Personnel to request  
the transfer of three positions from the Office of the  
Deputy Director for Administration to the Office of  
Security for the establishment of three additional GS-05  
security monitor positions.

Harry E. Fitzwater

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4 JUN 1981

MEMORANDUM FOR: Deputy Director for Administration

FROM: [REDACTED]  
Director of Security

SUBJECT: Protective Coverage for the [REDACTED] Building

1. Action Requested: This memorandum requests you to obtain an additional allocation of three positions for the Office of Security to partially staff security protection requirements

[REDACTED]

[REDACTED]

other support requirements, the Office of Security must ensure that [REDACTED] Building is afforded protective coverage upon occupancy, either in the form of Federal Protective Officers (FPO's) or an acceptable alternative.

Over the past year, the Federal Protective Service (FPS) has suggested that it is under personnel resource constraints, which have already contributed to reductions in the numbers of officers available for the protection of Agency buildings in the metropolitan area. Recent discussions with FPS officials have suggested a future need to make further reductions in the FPO coverage of our buildings or to develop at least a partial replacement alternative to such coverage.

In late 1980, the Office of Security established on a pilot basis a "security monitor" position at the inside entrance to the south cafeteria; this position replaced an FPO on post.

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° Extension of our initial pilot "security monitor" post at the south cafeteria to [redacted] buildings represents a forward step in the development of an alternative to FPS coverage of our installations, in the event that the FPS is forced to make additional reductions in the coverage it can afford to our installations.

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The Physical Security Division has identified two existing GS-05 positions within its table of organization to accommodate partially the anticipated need of five slots for the security monitor program [redacted] Three additional positions are needed through allocation or reallocation from elsewhere in the Agency.

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4. Recommendation: It is recommended that you approve the implementation of option "b" as outlined in paragraph 3 above, and that you take the appropriate action to obtain an allocation of three additional positions for the Office of Security for this purpose.

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